



Gwernyfed Community Council
Minutes of Full Council Meeting
Held online using Teams
Meeting Date & Time: 24th August 2026, 7.30pm

Cllr Nick Pritchard	Chair, Finance and Personnel Sub-Committee	Present
Cllr Grahame Day	Vice Chair, Personnel Sub-Committee	Present
Cllr Mike Bugler	Finance Sub-Committee	Present
Cllr Will Lloyd	Finance Sub-Committee	Present
Cllr Chris Jones	Personnel Sub-Committee	Present
Also, in Attendance		
Sue Thomas	Clerk and Responsible Finance Officer	Present

Item of Business	
26-27-00104	Apologies for Absence – None. All councillors were in attendance.
26-27-00105	Declarations of Interest – None
26-27-00106	The Minutes of the Full Council Meeting held on 9th July 2026 are proposed as a true and correct record of the proceedings. Proposed Cllr Day, Seconded Cllr Bugler #DE088 Resolved
26-27-00107	Matters Arising AC0151 Small Claims Court process against VISI Direct – Ongoing AC0150 Cwmpas Gifted Laptops – A meeting is planned for late this week or early next week. In Progress AC0177 – Councillor Training Courses – No councillors have submitted their preferred courses. ACTION: All councillors to submit their top three preferred training courses to the Clerk as a matter of urgency.
26-27-00108	Clerk's Report Finances <i>Invoices Paid</i> • All invoices approved on 9th July 2026 have been paid, including a payment to Microsoft for Cllr Pritchard. Bank Balances – Current: £6,320.89 Reserve: £20,050.37 (inc. interest £14.46) <i>Invoices for Payment</i> • Cllr Pritchard MSFT August £52.16 • Clerk's Salary • PAVO Bookkeeping Services £42.00 • Vodafone £31.05 • Wales Audit Office Invoice £715.45 • The Mailing People (Bishops' Printers) £1,206.91 – Retroactive decision required for printed materials delivered to approximately 800 households. Decision Request to approve invoices to be paid #DE089 Proposed Cllr Bugler, Seconded Cllr Jones Resolved <i>Cashbook</i> Decision Request Approving the Cashbook #DE090 Proposed Cllr Jones, Seconded Cllr Bugler Resolved

	• The Clerk confirmed there is no cash on hand. Tangible assets recorded include electronic equipment and property. • Discussion regarding notice boards in Three Cocks and Glasbury-on-Wye which require registration as tangible assets with depreciation. • A final reminder has been received for the Powys County Council invoice of £5,295.75. The Clerk has emailed the PCC Finance Team and is awaiting confirmation of the installation date. ACTION AC0179: Clerk to chase Powys County Council to confirm the installation date for the posts and sockets.
26-27-00109	Personnel Committee Proposals The Personnel Committee presented proposals to address the Clerk's increasing workload: • Proposal 1: Increase the Clerk's contracted hours from 28 to 32 hours per month. • Proposal 2: A one-off back payment of 45 accrued hours (£747.74) to clear existing debt accrued during system transitions. • Proposal 3: A new rule limiting accrued flexible hours to a maximum of 10 hours per month to prevent future debt accumulation. The council unanimously approved all three proposals following consultation with the Clerk. Decision Request to approve: (1) increase in contracted hours from 28 to 32 per month; (2) one-off back payment of £747.74 for 45 accrued hours; (3) maximum accrual limit of 10 hours per month. #DE091 Proposed Cllr Jones, Seconded Cllr Bugler Resolved ACTION AC0180: Clerk to update the employment contract to reflect the agreed increase in contracted hours from 28 to 32 hours per month and arrange payment of the accrued 45 hours (approximately £747.74), seeking Chair approval if required.
26-27-00110	Correspondence One Voice Wales Cost-of-Living Grant: Cllr Pritchard noted a grant opportunity of £500 available through One Voice Wales. ACTION AC0181: Clerk to contact Hey Dial-a-Ride to obtain and complete their donation request form and submit it for consideration. Community Garden Build Day at Gwernyfed Park by Three Cocks Matters: An update was provided on a community garden build day where volunteers helped construct raised beds using recycled plastic picnic benches provided via a large funding pack. Discussions were held regarding upcoming maintenance needs including soil filling and potential volunteer engagement from local clubs.
26-27-00111	Green Spaces – CAT Cllr Bugler provided an update on the draft lease for the Green Spaces project following 18 months of negotiation with Powys County Council. The draft lease has been received, and Cllr Bugler has reviewed it — some items will need to be amended and some errors corrected. Following Cllr Bugler's communication to Cllr Pritchard and at a meeting of TCMCG (Three Cocks Matters Community Group CIO), it was unanimously agreed by them that Gwernyfed Community Council remain the sole tenant but that the draft lease be amended to permit the charity to occupy and manage the site, with a separate management agreement being entered into between GCC and the charity covering responsibility for maintenance, insurance, operating costs and other obligations. Cllr Jones noted that parts of 'Gwernyfed Park' are referred to by different names and the lease needs to identify the boundaries correctly. Cllr Pritchard noted that TCMCG will be responsible for the things within their capability, and that GCC and TCMCG will need to agree respective responsibilities through the management agreement. TCMCG will be the delivery partner. Annual safety checks will be required, and maintenance contracts will need to be put in place. Cllr Bugler noted that taking on the Green Spaces lease is a significant commitment for GCC, but it is done for the benefit of the community.

26-27-00112	Councillor Recruitment The council reviewed the results of the recruitment campaign. There were three responses to the leaflet drop; two have decided not to proceed. ACTION AC0182: Clerk to circulate completed councillor application form to all councillors ahead of the next meeting. ACTION AC0183: Clerk to schedule a meeting with the candidates and the councillors to discuss his interest in and suitability for serving as a councillor.
26-27-00113	Footpath at Glasbury-on-Wye Bus Stop Nothing further has been received from Powys County Council. A quote has been received from Jeff Poulton (JPL Groundworks) of £14,950.00. ACTION AC0184: Clerk to email Powys County Council proposing that they carry out the footpath works at Glasbury-on-Wye Bus Stop, with the council contributing up to £4,500 towards the cost, and to seek further quotes if appropriate.
26-27-00114	Solar Radar Signs – SIDs • Awaiting confirmation of the installation date from Powys County Council. • The Clerk confirmed that payment of the previously approved invoice will only be released once the installation is complete. • See ACTION AC0179 above.
26-27-00115	Communications and Publications It was agreed that the new schedule for articles should be held until the Green Spaces lease is signed, with the Green Spaces project then used as the flagship story. The Clerk has completed several sessions with the web host at New Millenium and now has the admin log-in for the website and can post news articles and documents. The web host is working on a new template for the website which will be available offline for review in approximately 2–3 weeks. ACTION AC0185: Clerk to coordinate with the web developer on the new website template and share the pre-production site link with the Chair and councillors once available.
26-27-00116	Forward Look • Health services (including hospital access, beds and nursing provision in Powys/Brecon/Hay) to be added to the agenda for detailed discussion. • Community Council Policies — to be reviewed. • Cllr Bugler to speak to Anne Collins regarding a potential councillor. • Risk Register — to be reviewed. • Risk and Governance Meeting — 24th September 2026.
26-27-00117	Close of meeting: 21:08

Next Meeting 10th September 2026 at 7.30 pm
At Felindre Village Hall and as a hybrid meeting over Teams

Signed on behalf of Gwernyfed Community Council

Signature:		Chair of Gwernyfed Community Council	
Name:	Cllr Nick Pritchard	Date:	